

## Office of New Reactors (NRO) – Enterprise Project Management (EPM)

### Roles and Responsibilities – EPM Program Manager and EPM Steering Committee

#### **EPM PROGRAM MANAGER**

The EPM program manager reports to the Director, Office of New Reactors (NRO), on matters regarding EPM that are included in the following roles and responsibilities:

- Overseeing continuous improvement and functionality of EPM
- Soliciting, defining, and representing EPM user requirements
- Leading the change management process to ensure EPM fulfills NRO user needs
- Overseeing implementation of recommendations contained in the Work Process Improvement Team (WPIT) report (ML11087A028) as well as future user recommendations concurred on by the EPM Steering Committee (EPMSC)
- Serving as Executive Sponsor of the EPMSC
- Collaborating with the Deputy Director, Infrastructure and Policy, Division of New Reactor Licensing, and their project manager on feasibility, cost, and schedule of changes concurred on by the EPMSC

#### **EPM STEERING COMMITTEE**

EPMSC roles and responsibilities include:

- Ensuring that NRO EPM user needs continue to be solicited, defined, and addressed
- Maintaining sufficient independence, responsibility, and authority to effect, monitor and oversee the resolution of WPIT and other user recommendations to ensure EPM serves NRO needs
- Approving all major changes to the EPM user interface
- Communicating to NRO staff regarding feedback received as well as changes to EPM and their status
- Working with the DDIP and their staff to define solutions, within approved budgets and resources, to address user feedback and receiving periodic updates on associated actions

The initial EPMSC is comprised of:

- Theresa Clark, DSRA TA
- Samantha Crane, DCIP Inspector
- Jennifer Dixon-Herrity, DE BC
- Tami Dozier, DSER Reviewer
- Hossein Hamzehee, DNRL BC
- Greg Hatchett, DSER BC
- Michelle Hayes, DSRA Reviewer
- Stacy Joseph, DNRL PM
- Mark Lombard, Executive Sponsor
- Stu Magruder, ARP BC
- Ed Roach, DCIP BC
- Thomas Scarbrough, DE Reviewer
- Sue Strosnider, PMDA PA

Approved:



Michael R. Johnson, Director, NRO

8/12/11

Date